

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1 CONTRACT ID CODE	PAGE 1	OF PAGES	
2. AMENDMENT/MODIFICATION NO 1		3. EFFECTIVE DATE 09/29/2010		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO (If applicable)	
6 ISSUED BY Federal Aviation Administration Acquisition Management Branch, ANM-52 1601 Lind Ave SW Renton WA 98057				7 ADMINISTERED BY (If other than Item 6)			
8. NAME AND ADDRESS OF CONTRACTOR (No, street, county, State and ZIP Code)				<input checked="" type="checkbox"/>		9A. AMENDMENT OF SOLICITATION NO DTFANM-11-R-00002	
				<input type="checkbox"/>		9B DATED (SEE ITEM 11) 09/23/2010	
				<input type="checkbox"/>		10A. MODIFICATION OF CONTRACT/ORDER NO	
*TO BE COMPLETED BY VENDOR IF NOT COMPLETE				<input type="checkbox"/>		10B. DATED (SEE ITEM 13)	
CODE				FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer is <input type="checkbox"/> extended <input checked="" type="checkbox"/> is not extended.							
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation on as amended, by one of the following methods: (a) By completing Item 8 and 15, and returning <u>1</u> copies of the amendment; (b) acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hours and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
<input type="checkbox"/> A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A							
<input type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14,							
<input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
<input type="checkbox"/> D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible) PLEASE SEE PAGES 3-21 FOR A DESCRIPTION OF CHANGES.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Erlinda Williams			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
_____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)			

INSTRUCTIONS

Instructions for items other than those that are self-explanatory, are as follows:

(a) Item 1 (Contract ID Code). Insert the contract type identification code that appears in the title block of the contract being modified.

(b) Item 3 (Effective date).

(1) For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.

(2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.

(3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.

(4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.

(5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.

(c) Item 6 (Issued By). Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.

(d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.

(e) Items 9. (Amendment of Solicitation No.- Dated), and 10. (Modification of Contract/Order No.- Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.

(f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries:

(1) Accounting classification
Net increase \$ _____

(2) Accounting classification
Net decrease \$ _____

NOTE: If there are changes to multiple accounting classifications that cannot be placed in block 12, insert an asterisk and the words "See continuation sheet."

(g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document.

(h) Item 14 (Description of Amendment/Modification).

(1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section (if UCF used) headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.

(2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(i) Total contract price increased by \$ _____

(ii) Total contract price decreased by \$ _____

(iii) Total contract price unchanged.

(3) State reason for modification.

(4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.

(5) When Template 11 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to -

(i) A reference to the letter determination; and

(ii) A statement of the net amount determined to be due in settlement of the contract.

(6) Include subject matter or short title of solicitation/contract where feasible.

(i) Item 16B. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

PROJECT: Facilities Maintenance for the Denver, CO – TRACON/ATCT/BB
RFO NO.: DTFANM-11-R-00002
AMENDMENT NO.: 0001

AMENDMENT NO. 0001 IS HEREBY INCORPORATED INTO SOLICITATION NO. DTFANM-11-R-00002 FOR THE FOLLOWING CHANGES:

1. PART I SECTION B – SUPPLIES/SERVICES & PRICE/COST –

***CURRENT* – TRANSITION PERIOD (NOVEMBER 22-30).**

***CHANGE TO* – TRANSITION PERIOD (JANUARY 24-31).**

2. PART I SECTION B – SUPPLIES/SERVICES & PRICE/COST –

***CURRENT* – SCHEDULE A – BASE PERIOD: NOVEMBER 1, 2010 TO SEPTEMBER 30, 2011.**

***CHANGE TO* – SCHEDULE A – BASE PERIOD: FEBRUARY 1, 2010 – SEPTEMBER 30, 2011**

3. PLEASE SEE ATTACHED REVISED SPECIFICATIONS FOR OPERATIONS AND PREVENTITIVE MAINTENANCE. CHANGES: KEY PERSONNEL ARE IDENTIFIED IN SECTION 5.5, PAGE #4

4. REVISE PART I SECTION H OF RFO –

***CURRENT* - 3.8.2-17 (d) PROJECT MANAGER.**

***CHANGE TO* – 3.8.2-17 (d) ON-SITE TECHNICIAN**

5. PART IV SECTION L – INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS –

***CURRENT* – L.5 TRANSITION PERIOD BEGINNING: NOVEMBER 22, 2010 THROUGH NOVEMBER 30, 2010.**

***CHANGE TO* – L.5 TRANSITION PERIOD BEGINNING: NOVEMBER 22, 2010 THROUGH NOVEMBER 30, 2010.**

6. PART IV SECTION L – INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS –

***CURRENT* – L.5 BASE YEAR BEGINNING DECEMBER 1, 2010 THROUGH SEPTEMBER 30, 2011 PLUS FOUR 1-YEAR OPTINOS**

***CHANGE TO* - L.5 BASE YEAR BEGINNING FEBRUARY 1, 2010 THROUGH SEPTEMBER 30, 2011 PLUS FOUR 1-YEAR**

PERFORMANCE WORK STATEMENT

ATCT / BB and TRACON / CAFE

OPERATIONS AND PREVENTIVE MAINTENANCE

1.0 SCOPE OF WORK: The contractor shall provide ALL management, personnel, supervision, administration, technical support, equipment, transportation, materials and repair parts to plan, schedule, coordinate, oversee, allocate resources and perform facilities management and maintenance of buildings, systems, and equipment at the Federal Aviation Administration facilities as listed. Specific assignments may not be included in all areas listed below.

TERMINAL RADAR APPROACH CONTROL FACILITY (TRACON)

AIR TRAFFIC CONTROL TOWER/BASE BUILDING (ATCT/BB) / Cooling Tower at the Denver International Airport, Denver, CO.

NOTE: Refer to Technical Exhibits #1, #2, and #3 for "Work Estimates and Frequency Charts".

1.1 ACRONYMS: The following acronyms will be used for the purposes of this document.

AIRPORT TRAFFIC CONTROL TOWER	ATCT
AIRPORT TRAFFIC CONTROL TOWER/BASE BUILDING	ATCT/BB
CONTRACTING OFFICER	CO
CONTRACTING OFFICER'S REPRESENTATIVE	COTR
CONTRACT QUALITY CONTROL	CQC
CONTRACT DATA REQUIREMENTS	CDR
CONTRACT DATA REQUIREMENTS DATA LIST	CDRL
NOTICE OF AWARD	NOA
NOTICE TO PROCEED	NTP
PERFORMANCE REQUIREMENTS	PR
PERFORMANCE WORK STATEMENT	PWS
PREVENTIVE MAINTENANCE	PM
PREVENTIVE MAINTENANCE INSPECTION	PMI
QUALITY CONTROL	QC
TERMINAL RADAR APPROACH CONTROL FACILITY	TRACON
SENSITIVE SECURITY INFORMATION	SSI

2.0 BUILDINGS SYSTEMS AND EQUIPMENT: Note: Square footage figures are approximate.

2.1 TRACON: Approximately 64,000 square feet.

Engine Generator Building (50 X 34)	1,700-sq. ft.
Environmental Support Building (142 X 52)	7,384-sq. ft.
Cafeteria-Kitchen/Dining/Serving (72 X 50)	3,600-sq. ft.
Administration Wing 1 st and 2 nd floors (142 x 99 x2)	28,116-sq.ft.

TRACON 1 st floor (142 X 99)	14,058-sq. ft.
TRACON 2 nd floor (81 X 113)	9,153-sq. ft.
Observation Gallery Rm. 301 (157 X 9)	1,413-sq. ft.
Administrative Wing Mechanical Penthouse (56 X 52)	2,912-sq. ft.
Cafeteria Mechanical Penthouse (33 X 50)	1,650-sq. ft.
Exterior Plaza (105 X 54 and 34 X 38)	6,962-sq. ft.
Front Entrance (11 X 56)	616-sq. ft.
Loading Dock (39 X 36)	1,404-sq. ft.
Guard Building (12 X 20)	240-sq.ft.

2.2 TRACON EQUIPMENT AND SYSTEMS: Equipment and systems may include but are not limited to the following equipment. Specific maintenance requirements are listed in Technical Exhibits.

Automated Entry Gate to Include In-pavement Sensors and the Mechanical Aspects of the Motor Driven Gate
Elevator Equipment and Systems (Passenger / Freight elevator)
Fire Alarm System, Sprinkler System (not to include hand held portable fire extinguishers)
Kitchen Equipment
Parking lot lighting
Sanitary Sewage System and Cafe Passive Grease Trap
Storm Drainage System
Water Treatment for Boiler, Chiller, Cooling Towers

2.3 ATCT/BB:

ATCT (Approximately 11,740 square feet)

Shaft Occupied/or Equipment Space (Includes elevator and stairs)	2,916-sq. ft
Stairwell	2,503-sq. ft.
Sub-junction Mechanical	266-sq. ft
Sub-junction Equipment/Elevator etc.	1,248-sp. Ft.
Junction Cab	850-sq. ft.
Balconies	534-sq. ft.
Junction Admin.	1,464-sq. ft.
Penthouse	338-sq. ft.
Mechanical	276-sq. ft.
Cable Access	1,319-sq.ft.

BASE BUILDING (Approximately 21,052 square feet)

First Floor:

Engine Generator area	430-sq. ft
Boiler room	480-sq. ft
Mechanical/Chiller	1,620-sq. ft
CCMS	72-sq.ft
Room 111/Fiber Optic	831-sq. ft
Uninterrupted Power Service	257-sq.ft

CCD/Fiber Optic	147-sq. ft
Telephone Batteries	73-sq. ft
Elevator Machine	50-sq. ft
Janitor	137-sq. ft
Remainder – Hallways, restrooms, etc.	1,917-sq. ft
Vent Shaft: (Separate Building AKA Cooling Tower)	966-sq. ft
Second Floor:	
Electronic Equipment	1,028-sq. ft
Telephone Communications (Telco)	360-sq. ft
Admin/Breakrooms	5,136-sq. ft
Third Floor:	
Admin	6,524-sq. ft
Connector/bldg-concourse link:	1,000-sq. ft

2.4 **ATCT/BB EQUIPMENT AND SYSTEMS:** (Includes but is not limited to the following)

Elevator Equipment and Systems (2 each Passenger Elevators)
Fire Pumps/Controller and Automatic Switch Gear System
Fire Alarm System/Sprinkler Systems/Stairway Pressurization Fan (not to include hand held portable fire extinguishers)
Sump Pump System at Elevator
ATCT Shade Maintenance
ATCT/BB/COOLING TOWER Exterior Lighting
Sanitary Sewage System
Storm Drainage System
Water Treatment for Boiler, Chiller, Cooling Towers

3.0 **HOURS OF OPERATION:**

3.1 **NORMAL HOURS:** The facilities will typically be in operation 24/7. The contractor shall perform work during normal hours as approved by the CO. The contractor will generally perform job functions, during normal duty hours between 6:00 a.m. and 6:00 p.m. The contractor may work, with prior approval of the CO or COTR at no additional cost to the government, during the hours outside normal duty hours.

3.2 **AFTER HOURS** shall be designated as the hours between 6:00 p.m. and 6:00 a.m. Monday through Friday.

3.3 **EMERGENCY HOURS** shall be designated as the hours between 6:00 p.m. Friday evening and 6:00 a.m. Monday morning. Emergency hours shall also include the holidays as noted below in paragraph 3.4.

3.4 **RECOGNIZED HOLIDAYS:** Recognized holidays include; New Years Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. If the holiday falls on Saturday, it is observed on Friday. If the holiday falls on Sunday, it is observed on Monday. Service is required on these days.

4.0 PERFORMANCE: The contractor shall perform to the standards in this contract. The estimated quantities of work are listed in the Technical Exhibits: Work Estimates and Frequency Charts. Contractor shall be responsible as the single point of contact for all issues pertaining to the maintenance of buildings, systems, and equipment. This will include Corrective maintenance and minor repairs incidental to accomplishing the work requirements; building and equipment warranty, rodent control, snow removal, and refuse and recycle management described in the Performance Work Statement.

Note: Not all specification items pertain to both the TRACON and ATCT/BASE BUILDING; for clarification as to which do, see Technical Exhibits and Frequency Schedules.

5.0 PERSONNEL

5.1 **CONTRACT MANAGER:** The contractor shall provide a full time contract manager who shall be responsible for the performance of the work. The name of this person and alternate(s) who shall act for the contractor when the manager is absent shall be designated in writing to the Contracting Officer and Contracting Officers Technical Representative. The contractor shall provide telephone numbers of the contract manager and alternate(s) where these persons may be contacted outside of normal duty hours.

5.2 The contract manager or alternate shall have full authority to act for the contractor on all matters relating to the daily operation of this contract.

5.3 The contract manager or alternate shall be available during normal duty hours to meet on the installation with Government personnel designated by the Contracting Officer to discuss problem areas. After normal operating hours, the manager or designated alternate shall be available within two (2) hours.

5.4 The contract manager and supervisors must be able to read, write, speak, and understand English.

5.5 **Key Personnel:** Contractor shall provide at a minimum, Contract Manager and an on-site technician, Monday through Friday, from 7:30 a.m. to 4:30 p.m.

6.0 EMPLOYEES

6.1 **UNIFORMS:** Contractor personnel shall present a neat appearance and be easily recognized by a uniform. This uniform shall state the company and employee name.

6.2 STANDARDS OF CONDUCT:

- a. The contractor and his employees will be subject to all rules and regulations relative to entering and leaving the site.
- b. All employees will be physically able to do their assigned work and shall be free of communicable diseases.
- c. Contractor's employees will not disturb papers on desks, open desk drawers, or cabinets. Use of Government computers shall not be allowed. Neglect of duties shall

not be condoned; sleeping on duty, unreasonable delay, or failure to carry out assigned tasks, conducting personal affairs during duty hours, or using telephone for other than official business.

- d. Contractor's employees will report fires, hazardous conditions, and items in need of repair, such as; flickering or non-operating lights, leaky faucets/piping, toilet stoppage, etc. to the COTR.
- e. Contractor will assure that specified rooms are locked after cleaning and keys returned to designated recipient. Keys to be checked in/out daily
- f. Contractor will assure that all articles found by employees are given to the Contracting Officer's Representative.
- g. Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words or actions, fighting, insubordination, and participation in activities, which interfere with efficient Government operations, shall not be condoned.
- h. While on duty, employees shall not possess, sell, consume, or be under the influence of intoxicants, drugs, or substances that produce similar effects.
- i. Contractor shall not display inappropriate material in the workplace or storage closet.
- j. The contractor shall ensure that personnel present a positive and professional image. Personnel assigned shall be well dressed, courteous, and reflect an image consistent with FAA standards.

7.0 CONFLICT OF INTEREST: The contractor shall not employ any person who is an employee of the United States Government if the employment of that person would create a conflict of interest. The Contractor is prohibited from hiring off duty Government Quality Assurance Evaluators (QAE)

7.1 CONTROL OF CONTRACTOR EMPLOYEES: The selection, assignment, reassignment, transfer, supervision, management, and control of contractor employees in performance of this work statement shall be the responsibility of the contractor. However, the contractor shall comply with the general intent and specific policies set forth in the performance work statement and in regulations of the FAA, City and County of Denver/Denver International Airport Authority concerning conduct of employees as referenced herein. The contractor shall restrict the employment under the contract or remove from performance on the contract any person who is identified as a potential threat to the health, safety, security, or operation of the described facilities.

8.0 VEHICLE CONTROL: The contractor shall comply with directives pertaining to the operation of company owned/privately owned vehicles on Denver International Airport (DIA) property and Federal installations. The contractor will arrange for permits for all vehicles with the FAA and the Denver International Airport Badging and Access Services. Proof of insurance, registration, and current driver's license is required for all vehicle permits. Access, storage, and parking areas shall be confined to the areas designated at the pre-performance conference.

8.1 The contractor must possess a vehicle with proper credentials required to drive on the DIA AOA to access the ATCT on Concourse "C". Contact Denver International Airport (DIA) Badging and Access Services for additional information on how to acquire driving privileges, payable fees, and training at (303) 342-4300.

9.0 SECURITY REQUIREMENTS:

9.1 **DIA SECURITY REQUIREMENTS:** All contractor personnel entering airport property must contact Denver International Airport (DIA) Badging and Access Services for information and guidance on how to acquire an airport ID badge at (303) 342-4300. The contractor is required to comply with all security regulations and directives as identified herein and other security requirements as are shown elsewhere in this contract.

9.2 **FAA SECURITY REQUIREMENTS:** The contractor and each of their employees engaged in work under this contract shall execute and submit to the COTR the following forms; FD-258 (Fingerprint Chart), SP-85P (Questionnaire for Public Trust Positions), I-9 (Employment Eligibility Verification), and DOT F-1681 (Identification Card / Credential Application). The Contracting Officer's Technical Representative will provide these forms. Employees without properly executed forms will not be allowed access to the job sites. The Contractor shall furnish a list of employees by job assignment designation to work this contract to the COTR. The list shall remain current and the COTR must be notified of any changes of personnel immediately. Contractor personnel are not authorized access to any area where classified information is used, stored, or processed with out a security guard escort. Newly initiated e-QIP (Electronic Questionnaire for Investigation Processing) may apply.

10.0 QUALITY CONTROL:

10.1 **QUALITY CONTROL PROGRAM:** The contractor shall establish and maintain a complete quality control program to assure the requirements of this contract are provided as specified. One copy of the contractors Quality Control Plan shall be provided to the CO at the Pre-performance conference for approval. Quality control program revisions are subject to the approval of the Contracting Officer's Representative. The Government will monitor contractor compliance to the quality control program.

10.2 **MINIMUM PLAN REQUIREMENTS:** As a minimum, the contractor's Quality Control Plan (QCP) must include:

- a. A copy of the letter appointing the Contract Quality Control (CQC) representative, signed by an officer of the firm, outlining the CQC representative's duties, responsibilities, and authority.
- b. The quality control organization in chart form showing the relationship of the quality control organization to other elements of the firm.
- c. The names and responsibilities of personnel in the quality control organization under this contract.
- d. The area of responsibility and authority of each individual in the quality control organization.

- e. The contractor's procedure for reviewing all samples, certificates, or other submittal documentation for contract compliance.
- f. An inspection schedule, with a matrix keyed to each specific task, showing who will perform the work, who will inspect the work, and when inspection will be performed. The schedule must specify areas to be inspected on either a scheduled or unscheduled basis and titles of the individuals who shall do the inspection.
- g. The procedures for documenting quality control operation, inspection, and testing, with a copy of all forms and reports to be used for this purpose. The Contractor shall include a submittal status log listing all submittals required by the specifications and stating the action required by the government. The contractor shall complete the appropriate columns of the log and name the person(s) authorized to review the submittal.
- h. A method for identifying and Correcting deficiencies and their causes in the quality of service performed before the level of performance is unacceptable. This method will include the quality of all services provided by contractor under this contract.
- i. A file of all inspections conducted by the contractor and the Corrective action taken. This documentation shall be made available to the government during the term of this contract.
- j. Procedures to provide accountability and safe keeping for FAA control keys and proximity cards are required. Submit written plan to CO / COTR for approval and implementation.

11.0 CQC MEETING: On or about the pre-performance meeting and after the CQC program is submitted, but before performance actually begins, the Contractor shall meet with the Contracting Officer (CO) and Contracting Officer's Representative (COTR) to discuss quality control requirements. The purpose of the meeting will be to develop a mutual understanding relative to details of the CQC system, including forms to be used for recording the quality control operations, inspections, approvals, certifications, administration of the CQC system and government surveillance. Future CQC meetings, if necessary and procedures for submission of reports and other records will be developed at this time.

12.0. PERFORMANCE EVALUATION MEETINGS: The contract manager may be required to meet at least weekly with the CO and/or COTR during the first month of the contract and other times as requested by the CO and/or COTR. However, at the contractor's request, a meeting will be held whenever a Contract Discrepancy Report is issued. The contractor's manager, CO, and COTR shall sign the written minutes of these meetings.

13.0 PHYSICAL SECURITY: The contractor shall be responsible for safeguarding all government property provided for contractor use. At the close of each work period, government facilities, equipment, and materials shall be secured.

14.0 KEY/PROXIMITY (PROXY) CARD CONTROL: The contractor shall establish and implement methods of ensuring that all keys/proxy cards issued to the contractor by the government are not lost or misplaced and not to be used by unauthorized persons. No keys/proxy cards issued by the government shall be duplicated. The contractor shall develop procedures covering key/proxy card control that shall be included in the quality control plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas.

15.0 LOSS OR DUPLICATION: The contractor shall report occurrences of lost or duplicated keys/proxy cards immediately to the COTR.

16.0 RE-KEYING: In the event keys, other than master keys, are lost or duplicated, the government will replace the affected lock or locks or perform re-keying. The total cost of re-keying or the replacement of the lock or locks shall be deducted from the monthly payment due the contractor. In the event a master key is lost or duplicated, the government will replace all locks and keys for that system. The replacement cost will be deducted from the monthly payment due the contractor.

17.0 PROHIBITIONS: The contractor shall prohibit the use of keys/proxy cards issued by the government by any persons other than the contractor's employees. The contractor shall prohibit the opening of locked areas by the contractor's employees to permit entrance of persons other than contractor's employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the COTR/CO.

18.0 EMERGENCY SERVICES: On occasion, services may be required to support the 24/7 operation of the described facilities. If such services are perceived to be a change requiring additional cost, the Contractor shall notify the COTR and the Contracting Officer and submit the supporting documentation with a request for an equitable adjustment in accordance with the CHANGES clause.

19.0 CONSERVATION OF UTILITIES: The contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities, which include but are not limited to:

19.1 LIGHTS: Lights shall be used only in areas where and when work is being performed. Light uses in controlled areas must be coordinated with the COTR.

19.2 MECHANICAL AND HVAC: Control settings for HVAC, space temperature, heating water, and associated computer controls will not be adjusted by the contractor or contractor employees.

19.3 WATER: Water faucets or valves shall be turned off after the required usage has been accomplished.

20.0 ENVIRONMENTAL PROTECTION:

20.1 COMPLIANCE: The contractor shall comply with all applicable Interstate, Federal, State, and Local laws, regulations, Denver International Airport laws, and requirements regarding environmental protection. In the event environmental laws/regulations change during the term of this contract, the contractor is required to comply as such laws/regulations come into effect. If there is an increase of cost to the contractor because of these changes, the contractor shall notify the COTR and the CO for purpose of negotiating a modification to the contract.

20.2 AIR: The contractor shall comply with applicable portions of Colorado Air Quality Control Act in the Colorado Revised Statutes 1973, title 25, Article 70, Air Quality Control; Repealed and Reenacted by Colorado Laws of 1979, as last amended. The contractor shall also comply with Colorado Air Pollution Control Regulations (Code of Colorado Regulations, Part 1 – Department of Health, Air Pollution Control Commission Regulations, as last amended). The contractor shall also comply with the Colorado Ambient Air Quality Standards (Code of Colorado Regulations, Vol. 5, and Department of Health, Air Pollution Control Commission and part 14 – Ambient Air Quality Standards, as last amended.)

20.3 WATER: The contractor shall comply with the applicable provisions of the Colorado Water Quality Control Act (Colorado Revised Statutes, Title 25 Department of Health and Article 8 – Water Quality Control; Reenacted by Colorado Laws of 1981, as last amended). The contractor shall also comply with Colorado Water Quality Control Regulations and Colorado Discharge Permit system Regulations (Code of Colorado Regulations, Title 5 – Department of Health and Chapter 1002 – Water Quality Control Commission - Articles 3-7, as last amended).

20.4 SOLID WASTE DISPOSAL: The contractor shall dispose of all solid wastes, garbage and refuse at an off site solid waste disposal facility possessing the appropriate City and County Certificate of Designation. The contractor shall comply with all Federal, State and local laws, regulations and requirements.

20.5 HAZARDOUS AND TOXIC MATERIALS/WASTES: All materials utilized, removed, or handled and wastes generated by the contractor, as part of this contract will comply with all Federal, State and local laws regulations and requirements. Contractor will prevent damage to the environment and exposure to non-contractor personnel. Materials and wastes must also be stored, handled, transported, and disposed of according to applicable portions of the following of Federal, State and Local laws regulations and requirements including EPA Regulations for Hazardous Waste Management, enacted pursuant to the Resources Conservation Recovery Act as last amended. The EPA Regulations for Toxic Substances enacted pursuant to the Toxic Substances Control Act as last amended. The Colorado hazardous Waste Act as last amended. Colorado Waste Facility Siting Rules, as last amended. The Colorado Hazardous Waste Management Regulations as last amended. The Colorado Standards for Owners and Operators of Hazardous Waste Treatment – Storage and Disposal Facilities, as last amended. The Colorado Hazardous Waste Notifications and Permits Rules as last amended. The Denver International Airport Environmental Management System Maintenance of Pretreatment Devices, ES-301-2.07, dated March 22, 2005/version 2.05

20.6 NOISE: All Equipment utilized by the contractor that produces noise levels in excess of 85 decibels, “A” weighted, must be so identified by the contractor. This equipment will be utilized in a manner that precludes exposure of the occupants or any persons other than contractor personnel to levels exceeding 85 decibels - “A” weighted. All noise suppression shall be IAW OSHA General Industry Standards – 29 CFR, Part 1910.

20.7 **NOTIFICATION OF ENVIRONMENTAL SPILLS:** The contractor or its agent shall immediately report the spill or release of any substance defined as hazardous by the above laws and regulations to the COTR and the CO. The liability for the spill or release of any such substance rests solely with the contractor and its agent.

20.8 **HAZARDOUS AND/OR TOXIC MATERIALS HANDLING:** If the Contractor spills or releases any substance into the environment, the Contractor or its agent shall immediately report the incident to the Contracting Officer or delegated representative. The liability for the spill or release of such substances rests solely with the Contractor and its agent. Prior to using hazardous and toxic material, provide MSDS sheets to the COTR/CO.

21.0 **GOVERNMENT OBSERVATIONS:** Government personnel, other than the CO and COTR may from time-to-time observe contractor operations. However, these personnel may not interfere with contractor's performance.

22.0 **SAFETY REQUIREMENTS:** The contractor shall:

22.1 Develop a safety plan for the protection of personnel, government facilities, and property.

22.2 Protect all furnished government property.

22.3 Report promptly to the CO or COTR all available facts relating to each instance of damage to government property or injury to either contractor or government personnel within 24 hours.

22.4 In the event of an accident, take reasonable and prudent action to establish control of the accident scene, to prevent further damage to persons or property, and preserve evidence until released by the accident investigative authority through the CO or COTR.

22.5 Contractor shall cooperate with and assist government personnel in the conduct of investigations.

22.6 The contractor shall follow safety guidelines contained in FAA Order AC 3900.21E and the Occupational Safety and Health Administration (OSHA) regulations.

23.0 **SAFETY:** FAA operations in certain areas are directed towards the control and separation of air traffic and directly affect national security. The importance of these operations cannot be over emphasized. Interference of any kind by the Contractor, his/her employees, or equipment, will not be tolerated. The inadvertent flipping of a switch or turning of a dial could lead to disaster including loss of man-hours, property, and loss of human life. It is of the utmost importance that the noise level at all air traffic control areas be kept to a minimum. The Contractor shall not plug any of his/her power-driven equipment into any electrical outlet on the FAA equipment and/or racks. The Contractor employees shall cooperate with the FAA employees in working out the best and safest methods for contract performance in FAA equipment areas. Rooms will be unlocked only during cleaning of said room. Chemicals with pungent smells will not be tolerated. The COTR shall approve all chemicals for odor.

23.1 Chemical materials to the largest extent possible, shall be environmental friendly and/or “Green” products. Coordinate the uses of these and all other products with the COTR.

24.0 LOST AND FOUND PROPERTY: It is the responsibility of the contractor to ensure that all items of possible personal or monetary value found by the contractor’s employees are to be turned in to the COTR.

25.0 COORDINATION WITH OTHER CONTRACTORS AND GOVERNMENT EMPLOYEES: The government may undertake or award other contracts outside the scope of this contract. It is the responsibility of the contractor to coordinate efforts for work in the areas affected. The contractor shall notify the COTR if there is a delay from performing tasks required.

26.0 PARKING: The contractor will be provided with parking adjacent to the TRACON Engine Generator Facility. Outlets are provided for the protection of equipment during cold weather. Parking fees for parking on the City and County of Denver property and Denver International Airport property are at the expense of the contractor.

27.0 GOVERNMENT FURNISHED PROPERTY AND SERVICES: The Government will furnish to the Contractor the facilities, equipment, materials, and/or services listed below:

27.1 PROPERTY:

27.1.2 FACILITIES: The government will provide space in the TRACON (rm. 179), and Base Building (rm. 211) for contractor administration, storage, and maintenance activity. The contractor shall maintain these spaces in accordance with all directives for safety and cleanliness contained in this contract. These spaces shall be used only for the purposes in support of this contract and may not be used in any manner for personal advantage, business gain, or other personal business of the contractor or contractor’s employees. NOTE: The government may reassign the contractor to another space to meet the needs of the FAA.

27.1.3 STORAGE SPACE: Storage space may be assigned to the contractor *if available* by the COTR for the storage of bulk supplies and equipment that will be used in the performance of the work. The government will not be responsible for loss and/or damage to Contractor’s stored supplies, materials, equipment, or other personal belongings caused by fire, theft, accident, or otherwise. Failure to keep these facilities in a clean and orderly condition may result in the loss of use of such facilities.

27.1.4 TOOLS AND EQUIPMENT: The government shall provide five (5) cage type traps for live trapping rabbits per requirements listed in Technical Exhibits. There are no other government furnished tools or equipment included in this contract.

27.1.5 MATERIALS: The government will not supply any materials or supplies in support of this contract. The contractor will provide all materials beginning with the start of the contract and all other materials required during the contract period.

27.1.6 RECORDS, FILES, DOCUMENTS, AND WORK PAPERS: All records, files, documents, and work papers provided by the government remain government property.

28.0 CONTRACTOR FURNISHED ITEMS AND SERVICES

28.1 **GENERAL:** Except For those items or services specifically stated to be government furnished in this Section, the contractor shall furnish everything required to perform this PWS.

28.2 **QUALITY STANDARDS:** The contractor shall perform all tasks so that once accomplished, the standards stated in Section C are at an "Acceptable Quality Level" (AQL). The Contractor will be responsible for correcting all deficiencies.

28.3 **EQUIPMENT:** The contractor shall furnish all equipment, materials, and tools necessary to properly perform the work defined in this contract. All equipment shall have bumpers and guards to prevent marking or scratching of fixtures, furnishings, or building surfaces.

28.4 **ELECTRICAL EQUIPMENT:** All electrical equipment used by the contractor shall be UL approved. This equipment must operate using existing building electrical circuits. It shall be the responsibility of the contractor to prevent the operation or attempted operation of electrical equipment or combinations of equipment, which require power exceeding the capacity of existing building electrical circuits.

28.5 **SUPPLIES:** The contractor shall furnish all necessary compounds, solvents, barrier paper, tape, paper products, and brushes within the appropriate specifications. Only approved federal specification chemicals, cleaning compounds and solvents will be used. All chemicals, cleaning compounds and solvents shall be stenciled as to content and specification. Samples of materials along with the appropriate MSDS's shall be submitted to the COTR/CO for approval prior to the commencement of the contract start date and whenever a change occurs. When a change occurs, the new material will meet or exceed the quality of previously used items.

28.6 **STORAGE:** The contractor shall furnish and store all expendable material and loose equipment within designated areas. The government will not be responsible for security of storage areas. Any loss or damage to contractor equipment and supplies, are solely the responsibility of the contractor. Suitable containers for storing acids, flammable, etc. with supplemental MSDS's shall be provided by the contractor.

28.7 **MATERIAL SAFETY:** The contractor shall submit a schedule of contractor furnished supplies not later than fifteen (15) days after contract award. The schedule shall include name, chemical content, and purpose of all supplies to be used. The contractor shall also submit Hazardous Material Identification in the form of Material Safety Data Sheets (MSDS) that will meet the requirement of 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313. The submittal will also include a Material Safety Data Log, which shall be maintained on site and available for review upon request of the COTR.

28.8 **SPECIAL REQUIREMENTS:** The contractor shall furnish protective clothing, gloves, boots, Personnel Protective Equipment, and chemical goggles for employees required under OSHA.

29.0 SUBMITTALS

29.1 The contractor shall submit not later than five (5) working days after contract award, a Work Schedule containing all requirements of the scope of work and the scheduled dates and times, each requirement will be performed. As a minimum, the Work Schedule must contain:

29.2 A management and operational plan to reflect planning, scheduling, and allocation of resources.

29.3 Systems to receive, record, respond to, and track all service calls, trouble calls, or other operational problem calls.

29.4 A system of record keeping sufficient to accomplish the functions and provide comprehensive, timely, and accurate reports to the COTR for approval. These reports will be submitted monthly to COTR for quality control.

29.5 A system and chart for tracking maintenance and repair records of all scheduled Preventative Maintenance (PM) and nonscheduled maintenance and repairs of each facility's equipment and systems.

29.6 A list of all contractor-furnished equipment, including electrical appliances to be used in this project.

30.0 PREVENTIVE MAINTENANCE: A preventive maintenance program for the building equipment and systems must be submitted to the COTR monthly. The items on which PM will be performed are identified in Technical Exhibits along with a description of work to be performed and the frequency at which work will be performed.

30.1 Upon approval of the PM work schedule, the contractor shall submit within fourteen (14) working days, an overall PM schedule for the base award year and each subsequent option year of the contract. Any item for which the frequency is less than annually shall be clearly identified and included in the PM program schedule.

30.2 The contractor shall be responsible for maintaining PM records for each item of equipment or system. All records shall reflect what maintenance was performed and the date completed. The contractor shall update and maintain the PM and history files by the 10th (tenth) of each month. All PM records shall be turned over to the COTR no later than fifteen (15) calendar days after contract termination or completion, whichever is first.

30.3 The contractor shall submit a monthly report indicating the PM work performed on each item, deferred maintenance (with justification for deferral), and deficiencies noted to the COTR not later than ten (10) working days after the end of each month.

31.0 QUALITY CONTROL: The contractor shall provide an updated QC plan at the pre-performance conference. The contractor shall provide an updated QC plan at the contract start-up. The contractor shall update the plan as changes occur during the contract performance period.

31.1 The contractor shall provide a submittal log at the pre-performance conference. The log shall include a list of all submittals required under this contract, the submission date, approval/disapproval date, and the current status as a minimum.

31.2 The contractor shall submit a Physical Security Plan to include key/proxy card control procedures not later and fifteen (15) days after contract award. This plan shall include, as a minimum, the contractor plan to safeguard FAA facilities from unauthorized access.

31.3 The contractor shall submit a detailed Employee list not later than seven (7) days after contract award. (The detailed Employee List shall contain name, social security number, address, wage classification, drug test date and results, and background check date and results)

31.4 The contractor shall submit a sample format for the Service Call Log with the proposal. The format shall include as a minimum, date and time of call, equipment location and problem reported, and the name and phone number of the person reporting the problem. The format shall also include the date and time the equipment was returned to service, summary of repairs to include material used, and the name of the individual responsible for the repair.

31.5 The contractor shall submit a preliminary safety plan at the pre-performance conference. The contractor shall submit his updated safety plan at the contract start date and update the plan throughout the performance period as needed to the COTR/CO.

31.6 The contractor shall submit Hazardous Material Identification in the form of Material Safety Data sheets in sufficient number to meet requirements on 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313 and Material Safety Data Sheet Log that shall be maintained on site and available for review by the COTR.

32.0 OPERATIONS AND MAINTENANCE:

32.1 OPERATIONS MANAGEMENT GENERAL: The contractor shall provide trained staff to manage, operate, and maintain the facilities. Including supervision, labor, materials, supplies, repair parts, tools, equipment, and vehicles to accomplish the work required under this contract. The contractor shall plan, schedule, coordinate for an effective and economical operation, maintenance, and repair of the facilities as specified.

32.2 The contractor shall develop and implement a system to receive record, respond to, and track all service calls, trouble calls, or other operational problems.

32.3 The contractor is responsible for all facets of managing contractor activities. These include estimating, planning, scheduling, budgeting, controlling, record keeping of all costs and manpower associated with contract activities, including contractor procurement functions.

32.4 The contractor shall develop and maintain a level of record keeping sufficient to accomplish the above functions. The contractor shall provide comprehensive, timely, and accurate reports to the government for review and/or approval as requested. The specifics of the data collection and preparation are left to the contractor. Activities, functions and reports either directly or indirectly in support of this contract are subject to audits. Officials of the Federal Aviation Administration or the General Accounting Office may perform these audits. Accounting and reporting procedures shall be in accordance with generally accepted accounting principles.

32.5 The contractor will provide the CO and COTR with a copy of subcontracts entered into in connection with the requirements of this contract, such as an elevator service contract with ThyssenKrupp. The government reserves the right to reject any subcontractor determined

unacceptable under appropriate procedures in accordance with the Acquisition Management System

32.6 All mechanical, electrical, plumbing, central vacuum systems, TRACON raised floor Leak Detection Systems, TRACON Kitchen duct hood cleaning, sanitary drains, elevator sump pumps, storm drains, and utility systems shall be operated in accordance with current energy conservation requirements. All systems will be maintained at an acceptable level throughout the contract performance period. The contractor is responsible for performing all maintenance and repairs as necessary 24/7, 365 days per year basis, to include emergency callback service.

32.7 The contractor is not responsible for operation, maintenance, or repair of computers, lab equipment, and mail handling equipment, office furniture, and office machines or personally owned appliances.

32.8 The contractor shall report daily to the COTR the status of any major equipment or system failure or non-operational status during the workday. Elevator, security, and fire alarm system malfunctions must be reported immediately to the COTR.

33.0 MAINTENANCE AND REPAIR RESPONSIBILITIES

33.1 PREVENTIVE MAINTENANCE: Preventive maintenance shall include a comprehensive program to regularly maintain equipment and systems to ensure proper operation of the equipment and systems. This program will include but not be limited to regularly scheduled inspection, testing, cleaning, lubrication, and adjustment, and other expendables. Preventive maintenance will also include calibration, replacement of water filters, and other expendable parts. A list of the systems to be maintained and the responsibilities of the contractor for each item is found in Technical Exhibits.

33.2 PREVENTIVE MAINTENANCE INSPECTION: PMI is the care and servicing of equipment IAW manufactures' maintenance specifications for the purpose of retaining the equipment in a serviceable condition. This inspection includes checks for proper operation, detection, and Correction of eminent failures before either they occur or before they develop into major defect. PMI will also include but not be limited to lubrication, adjustments, calibration, interior cleaning, and replacement of worn or deteriorated parts.

33.3 PREVENTIVE MAINTENANCE PROGRAM: The PM program shall include but is not limited to the specific items and tasks listed in Technical Exhibits. It will also include a schedule for submittal of progress reports, and directions for maintenance personnel to complete each item of maintenance. This program will be submitted to the CO no later than fifteen (15) days after contract award.

33.4 PREVENTIVE MAINTENANCE RECORDS: The contractor shall be responsible for maintaining PM records for each item listed on the schedule. The records will reflect the specifics of maintenance performed, scheduled and completion dates, and the names of personnel effecting the maintenance. The contractor shall update the PM records and history files within ten days of the month following the maintenance. These records shall be made available to the COTR upon request. All PM records shall become government property and shall be turned over to the government no later than fifteen (15) days after contract completion or termination.

33.5 **SCHEDULE**: The contractor shall submit an annual schedule for the accomplishment of all PMs. The schedule will include the name of each item, the date for PM, and the location of the equipment. The schedule shall be in two parts: TRACON and ATCT/BB. Each part shall be provided to the COTR. The schedule will include but is not limited to all items listed in Technical Exhibits.

33.6 **RESTRICTIONS AND COMPLIANCE**: The COTR will be notified in advance when PM or maintenance requires the opening, dismantling, or shutdown of any equipment or system. When this work requires a licensed or certified technician (i.e. fire alarm system), the contractor will ensure that personnel are properly licensed or certified and shall provide proof to the COTR upon request. Visual inspections shall be included on the PM list. Equipment that is scheduled for PM less than annually (i.e. every two (2) years etc.) shall be included in the PM schedule. All building equipment and systems shall be maintained IAW manufacture's recommendation, manufacture's technical manual, manufacture's operator's manual, or in their absence, the FAA handbook and recommendations shall be followed. All Maintenance and repairs must be accomplished by experienced and, when necessary, properly licensed and/or certified personnel.

33.7 **RESPONSIBILITY**: The contractor shall be responsible for correcting all deficiencies identified during PM inspections.

34.0 **REPAIRS**: The contractor shall be responsible for repairs to equipment and systems outside the schedule for PM. These repairs will include but not be limited to water leaks, roof leaks, inoperative hose bibs/faucets, drain stoppages, inoperative electrical outlets, light switches, lights and other items as deemed necessary by the COTR. The exception to this is items that have a pre-existing maintenance/service contract, are under warranty, or guarantee.

34.1 **SERVICE CALLS**: Service calls are identified as a reported malfunction or maintenance problem in TRACON and ATCT/BB facilities. Service calls are divided into three categories; they are emergency, urgent, and routine calls.

34.2 **EMERGENCY CALLS**: These are calls reported by authorized personnel on any equipment or system failure that poses a life-threatening situation. Calls will also include any situation that threatens or endangers mission critical activities. Any work considered by the COTR to be an emergency shall be treated such by the contractor.

34.2.1 **RESPONSE TIME**: The contractor shall respond to emergencies within fifteen (15) minutes between 7:30 a.m. to 4:30 p.m. During other times, the contractor shall respond within two (2) hours. In either case, the contractor will remain on duty until the repairs are completed or the emergency is terminated.

34.3 **URGENT CALLS**: These are reports by authorized personnel of problems that interrupt or adversely impact non-critical FAA operations.

34.3.1 **RESPONSE TIME**: The contractor will respond to urgent calls within two (2) hours between 7:30 a.m. to 4:30 p.m., and within two (2) hours during other times when directed by the COTR.

34.4 **ROUTINE CALLS**: Routine calls are calls that are not emergency or urgent calls.

34.4.1 **RESPONSE TIME:** The contractor will respond to routine calls within four (4) hours, between 7:30 a.m. to 4:30 p.m.

34.5 **COMPLETION OF SERVICE CALLS:** The contractor will notify the COTR immediately if any service call cannot be completed within a reasonable time due to circumstances beyond the control of the contractor. A reasonable time will be four (4) hours for Emergencies, six (6) hours for urgent calls and eight (8) hours for routine calls. The contractor will provide the COTR with the time and date Corrective action will be completed. NOTE: Emergency calls will be worked to completion or relief of the emergency situation. Personnel will leave an emergency call if the situation becomes hazardous or if directed by responding emergency personnel (fire, police, HAZMAT, etc.).

34.6 **SERVICE CALL LOG:** The contractor shall maintain a service call log in sufficient detail to enable the COTR to determine whether services are completed. The service call log shall be made available for inspection at the request of the CO or COTR.

35.0 BUILDING REPAIR AND ALTERATION INCIDENTAL TO MAINTENANCE: The contractor shall be responsible for all repair work incidental to performing maintenance under this contract. This will include but not be limited to service calls to repair or correct deficiencies beyond the reasonable expectation that the contractor could have prevented the occurrence through PM. It will include the repairs affected due to unexpected failure of equipment or systems. It will not include repairs made to equipment or systems caused by contractor negligence or unsound maintenance practices.

35.1 Labor and material costs for work other than normal maintenance will be separately priced per task. A work order shall be reviewed and approved with the COTR prior to proceeding with the work. Reference paragraph 36.0 in this section.

36.0 WORK ORDER: All work orders shall describe the work to be performed, time for completion, and total cost of the project. The work order will itemize all cost of each repair or alteration and is to be submitted to the COTR for review and approval. The COTR shall certify that proposed work is within the general scope of the contract. The contractor will include the following statement on all work orders presented to the COTR for evaluation:

“I certify that the work described herein is incidental to maintenance under this contract and is within the general scope of the contract.”

The contractor will also provide a place for the COTR’s signature and date for the certification of the work order.

36.1 The contractor shall provide with each work order a written cost estimate. This estimate will contain the cost of repair parts, estimated hours to perform the work, subcontractor’s estimated invoice, and hourly rates for each task. The contractor shall present invoices and/or receipts to support costs of materials and parts. Actual cost of materials shall be supported by written dated receipts to be reviewed by the COTR prior to acceptance for payment under this contract. The COTR may require that three (3) quotes shall be available for review by the COTR and CO prior to commencement.

36.2 Work on any work order shall not commence until the contractor and COTR have reached agreement on the level of effort, type, and quantity of materials required, and labor hours required completing the work. At that time, the CO will issue a notice to proceed (NTP) to the contractor.

36.3 When the estimated total cost of a work order exceeds one-thousand (\$1,000), the COTR shall be notified prior to notice to proceed (NTP). Three (3) quotes shall be available for review by the COTR and the CO, prior to commencement.

36.4 The contractor shall notify the COTR forty eight (48) hours in advance of any work that would be disruptive to building occupants or interfere with building operations. This will include but not be limited to temporary outages of utility services, café passive grease trap disposal, elevator maintenance, and fire protection systems.

36.5 When necessary, the contractor shall remove and replace any furniture obstructing reasonable access to work areas. All work shall be done with a minimum of interference to government operations or personnel.

36.6 The government reserves the right to furnish parts, materials, and labor, or any combination of, for any particular work order.

36.7 The contractor shall present invoices and/or receipts to support costs of materials and parts. Documents shall be reviewed by the COTR prior to acceptance for payment under this contract.

37.0 ELEVATOR MAINTENANCE / INSPECTION:

37.1 The contractor shall provide all necessary supervision, escort duties, and manpower to assist ThyssenKrupp Elevator Technicians to maintain all passenger and freight elevators.

38.0 REFUSE REMOVAL /DISPOSAL:

NOTE: This task is NOT in the scope of this Performance Work Statement

38.1 ATCT/BB: The contractor shall ensure the refuse from the ATCT/BB is removed to the refuse removal point located in the base of Concourse C.

39.0 SNOW REMOVAL:

NOTE: This task is NOT in the scope of this Performance Work Statement

40.0 RODENT AND INSECT CONTROL:

40.1 The contractor shall provide all necessary supervision, escort duties, and manpower to assist Rodent and Insect Control Technicians.

41.0 ROOF GUTTER, DOWNSPOUT, AND STORM DRAINS: The contractor shall inspect roofs, gutters, down spouts, plaza/dock drains and storm drains for unrestricted drainage and flow as established in Technical Exhibits.

42.0 SANITARY DRAINS: The contractor shall inspect all sanitary drains, piping, and traps for non-restricted flow as established in Technical Exhibits. Sluggish drains shall be cleaned with a rotary cleaning device. Contact the COTR prior to cleaning as to prevent noxious fumes from affecting the facility operations. Periodic or monthly treatment of environmentally safe and/or "Green" chemicals to facilitate non-restricted flow or eliminate obnoxious odors may be used. Prior COTR approval and MSDS documentation is required.

43.0 LIGHTS AND LIGHT FIXTURES: The contractor shall replace all burned out lights bulbs, tubes, PCB's, wiring, and ballasts. Light fixtures shall be kept free of dirt, dead insects, and other foreign matter.

44.0 ATCT CAB WINDOW SHADES: The coordination of repair and maintenance for the ATCT Cab window shades shall occur between the hours of 6:00 a.m. to 4:30 p.m., or other times as deemed by the COTR that are least intrusive to Air Traffic Controller Specialists. Cleaning of the ATCT Cab window shades, IAW mfr., shall occur between 1:00 a.m. to 4:00 a.m., or other times as deemed by the COTR that are least intrusive to Air Traffic Controller Specialists.

45.0 KITCHEN: The contractor shall maintain/repair all kitchen appliances, dishwasher, refrigeration units, freezer units, Fire Protection System, drains, grease trap, lighting, exhaust duct hood cleaning, stoves/ovens and any appliance, system, or apparatus associated with the kitchen IAW the technical exhibit.

46.0 PARKING LOT:

NOTE: This task is NOT in the scope of this Performance Work Statement

47.0 CARPET TILES: The contractor shall replace damaged, worn, or soiled carpet tiles (GFM) as requested by the COTR.

48.0 WATER TREATMENT FOR BOILER, CHILLER, AND COOLING TOWERS:

48.1. The contractor shall be responsible for maintaining the condenser water system. Condenser water system shall be clean, free of biological contamination (algae/bacteria), and free of scale deposits in the cooling towers, pipes, pumps and chiller tubes. The contractor shall perform bi-weekly tests on the condenser water system and log the results of said tests.

48.2. The contractor shall be responsible for maintenance of the Heating and Chilled water 'closed loop' system. This system shall be checked quarterly for proper chemical balance and the results provided to the COTR. Closed Loop system will be maintained to the degree to prevent scale or other buildup from degrading the performance of boilers and chillers. The contractor shall perform bi-weekly tests on the condenser water system and log the results of said tests.

49.0 SECURITY SYSTEM MAINTENANCE:

49.1 The FAA currently has a maintenance contract that covers the repairs of Security Systems at the TRACON, ATCT/BB, and TOC via Johnson Control Inc. The contractor shall provide all necessary supervision, escort duties, and manpower to assist JCI contractors to maintain all security systems. These include intrusion detection systems, card access systems, and monitoring camera systems.

50.0 FIRE SPRINKLER DRY / WET SYSTEMS, FIRE ALARM PANELS.

50.1 The contractor shall provide all necessary supervision, escort duties, and manpower to assist Fire System Technicians to maintain all Fire associated systems.

51.0 REDUCTION IN PAYMENT:

51.1 Upon receipt of written notification by the CO regarding nonconformance of contractual services, the contractor will be given twenty-four (24) hours to provide the required Corrective action. At the end of this period, the Government may have such work done by others, with cost (s) chargeable to the contractor and deducted from his/her monthly payment.

51.2 Repeated failures to perform work as required by the specifications and contract documents may result in termination of the contract.